



### DUPLICATE 1098T REQUEST

I, \_\_\_\_\_, have misplaced or did not receive my 1098 T form for Tax year \_\_\_\_\_.  
(print name)

Please reprint the form and do the following:

**(Check one)**

Mail my new form to the following address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Call me at the following phone number when my new form is available:

\_\_\_\_\_

Thank you for your assistance. \_\_\_\_\_  
(Printed Name) (Signature) (Date)

(Please note that replacement forms will be available 7-10 business days after receipt)